

**Agenda Request: Planning Department Workload and Staffing Review Results**

March 12, 2002

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**Options:**

1. Direct, on an annual basis, the Planning Department to develop a consolidated list of work priorities for the County Administrator and the City Manager to authorize and provide to their respective Boards for ratification.
2. Authorize the County Administrator to notify the City of the County's desire to modify the existing Interlocal Agreement. The modifications to be discussed should include, but are not limited to:
  - The following options for allocating the annual Planning Department Budget: 1) Maintain, but improve current funding practices; 2) Create a fixed percentage allocation between the City and the County; or 3) Create a fixed allocation based on population.
  - The purpose of the Agreement.
  - The power and duties of the local governing bodies.
  - The power and obligations of the Planning Department.
  - The provision of a maximum percentage for allocated costs (i.e. MIS, Human Resources, Purchasing, etc).
3. Direct Growth and Environmental Management to be the sole entity for the process of providing flood certification letters for the unincorporated area of Leon County.
4. Direct the Planning Department/Public Works/Growth and Environmental Management review the existing Abandonment process to determine if any modifications are required; in particular, should the process be administered elsewhere in the County.
5. Direct staff to continue working closely with the City in addressing a unified budget process for the Planning Department.
6. Direct that all Administrative employees supporting the Comprehensive Planning, Land Use Planning, and Transportation Planning Divisions, have work hours validated by the applicable Division Chiefs as opposed to the Administrative Division Chief.
7. Authorize that no further action is required at this time relating to pay ranges.
8. Board direction.

**Recommendations:**

Options #1 through #7.